



STATE PROCUREMENT OFFICE  
NOTICE & REQUEST FOR SOLE SOURCE

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STATE PROCUREMENT OFFICE  
STATE OF HAWAII

TO: Chief Procurement Officer  
FROM: Health/FHSD/Children with Special Health Needs Branch  
*Name of Requesting Department*

Pursuant to HRS §103D-306 and HAR chapter 3-122, Subchapter 9, the Department requests sole source approval to purchase the following:

1. Describe the goods, services, or construction to be procured.  
A) Thalassemia Clinic Space [One (1) four (4) hour block per week] shall accommodate: the clinic hematologist, geneticist, and genetic counselors to see patients; a minimum of two (2) exam rooms with enough space for counseling activities; physician work area with a phone while the hematologist is on-site; and genetic counselor work area with a phone and computer with internet access while genetic counselors are on-site; B) Thalassemia Clinic support services which shall include: five (5) days/week patient access to staff for appointment scheduling, registration, procedures/test scheduling, sending/receiving dictation, and taking messages; clerical support to the physicians and genetic counselors; provision of patient billing information to the clinic hematologist; proper receipt, handling, and filing of laboratory reports; and preparation of monthly clinic reports to include, but not be limited to, the number and type of patients, number of laboratory tests ordered and results received, insurance type, and reimbursement.

2. Vendor/Contractor/Service Provider Name: Kapiolani Medical Center for Women and Children Accounting Department 55 Merchant St., 24th Flr., Honolulu, HI 96813	3. Amount of Request: \$25,000.00
4. Term of contract (shall not exceed 12 months), if applicable:  From: 7/1/2013 To: 6/30/2014	5. Prior SPO-001, Sole Source (SS) No.:  12-081D

6. Describe in detail the following:  
a. The unique features, characteristics, or capabilities of the goods, service or construction.  
Please see attached document  
  
b. How the unique features, characteristics or capabilities of the goods, service or construction are essential for the department to accomplish its work.  
Since the state mandated Newborn Metabolic Screening Program has the responsibility to provide follow-up for newborns detected with or at-risk for disorders, the availability of thalassemia follow-up services is required. This is especially important since Hawai'i has so many newborns that are found to have thalassemia trait and appropriate education and management needs to be available to keep the children and families healthy.



7. Describe the efforts and results in determining that this is the only vendor/contractor/service provider who can provide the goods, services or construction.

Hawai'i Community Genetics (HCG), a program under Kapiolani Medical Center for Women and Children, employs the only two pediatric geneticists in the state. It also has the appropriate waiting area, exam and counseling rooms, secure file storage and medical equipment needed to properly conduct the thalassemia clinic. As such, HCG is the only contractor able to provide the proper services, security, and goods necessary to the thalassemia clinic.

8. Alternate source. Describe the other possible sources for the goods, services, or construction that were investigated but did not meet the department's needs.

The state does not have the qualified personnel to provide the services. Also, state facilities were investigated, but no state facilities had the appropriate support staffing, waiting area, examination and counseling rooms, secure file storage, and equipment (scales, physical examination tools, etc.) necessary to hold the thalassemia clinic.

9. Identify the primary individual(s) who is knowledgeable about this request, who will conduct and manage this process, and has 1) appropriate written delegated procurement authority; 2) completed mandatory training; and 3) who SPO may contact for follow up inquiry, if any.

(Type over "example" and delete cells not used.)

Name of Department Personnel	Division/Agency	Phone Number	E-mail Address
Gordon Takaki	FHSD	733-8365	Gordon.Takaki@doh.hawaii.gov

Department shall ensure adherence to applicable administrative and statutory requirements, including HAR chapter 3-122, Subchapter 15, Cost or Pricing Data if required.

**All requirements/approvals and internal controls for this expenditure is the responsibility of the department.**

**I certify that the information provided is to the best of my knowledge, true and correct.**

  
Department Head Signature

  
Date



**For Chief Procurement Officer Use Only**

Date Notice Posted: 3/20/13

Submit written objection to this notice to issue a sole source contract within seven calendar days or as otherwise allowed from date notice posted to:

state.procurement.office@hawaii.gov

Chief Procurement Officer (CPO) Comments:

Approval is for the period 07/01/13 to 06/30/14 and based on the department's representation that the KMC is the only medical facility that has a comprehensive pediatric genetics program with the expertise and support to provide for a thalassemia clinic. This approval is for the solicitation process only, HRS section 103D-310(c) and HAR section 3-122-112, shall apply (i.e. vendor is required to be compliant on the Hawaii Compliance Express) and award is required to be posted on the Awards Reporting System.

If there are any questions, please contact Stanton Mato at 586-0566, or [stanton.d.mato@hawaii.gov](mailto:stanton.d.mato@hawaii.gov).

☒ Approved

☐ Disapproved

☐ No Action Required

Stanton D. Mato  
Chief Procurement Officer Signature

4/18/2013  
Date



## Attachment

### 6a. The unique features, characteristics, or capabilities of the goods, service, or construction

Approximately 30 newborns per month are identified by the Newborn Metabolic Screening Program to be at risk for thalassemia trait or disease. In order to provide appropriate follow-up to the identified newborns and their families, genetic counseling, physical examination, and DNA mutation analysis must be offered. This information is important to providing management to newborns with a significant thalassemia condition and avoid a possible fatal thalassemic condition in future pregnancies. Hawai'i Community Genetics (HCG) was developed in 2005 and is administratively under the Kapi'olani Medical Center (KMC). HCG is the only comprehensive pediatric genetics program in the state and has the only board certified pediatric geneticists. HCG has the experience with genetics patients and the available space, equipment, secure file storage, and support personnel for the thalassemia clinic. The provision of the comprehensive services requires a team consisting of genetics and hematology professionals. The personnel are available to provide the health services, but clinic space and clerical support (booking appointments, registering patients, etc.) are lacking for the thalassemia clinic. Hawai'i Community Genetics would be able to provide the space and support services which are required for the clinic.